

West Calcasieu Airport Managing Board Meeting Minutes

November 6, 2018

I. Call to order

R. K. Levens called to order the regular meeting of the West Calcasieu Airport Managing Board at approximately 4:40 p.m. on November 6, 2018, at the offices of Southland Executive Airport, Conference Room, 7000 Southland Field Road, Sulphur, Louisiana.

II. Invocation

Wilmer Dugas led the invocation.

III. Pledge of Allegiance

Pledge led by Joe Palermo and recited by all board members and guests.

IV. Roll call

The following persons were present:

- ✓ R. K. Levens
 - ✓ Don Chamblee
 - ✓ Dana Keel
 - ✓ Wilmer Dugas
 - ✓ Joe Palermo
- (Chairman Dalton Langford was absent.)

(Others also present at the meeting were: Tim LaFleur, Darla Perry, Jackson Schrupf, Chuck Stutes, Karen Wade and Sheila Burton.)

V. Approval of minutes of the October 2, 2018 regular monthly meeting and special meeting minutes on October 29, 2018

R. K. Levens entertained a motion to approve the minutes of the October 2, 2018 regular monthly meeting and special meeting minutes of October 29, 2018. Wilmer Dugas made a motion to approve the minutes of the October 2, 2018 regular monthly meeting and special meeting minutes of October 29, 2018, 2nd by Joe Palermo. No opposition. Motion carried.

VI. Additions/Deletions to the Agenda

There were no additions or deletions at this time.

VI. Financial Report

Darla Perry reported the gross revenue for the quarter July-September is \$370,930.57 with the budgeted amount being \$295,512.50. Darla stated that is \$75,418.07 more revenue than budgeted, and most of that is First Flight. Darla said they have caught up all of their additional head count revenue.

Darla reported the Airport was a little over budget in the month of September on repair and maintenance due to air conditioning and some antenna work. The Airport was also a little over budget in supplies for September for rope for the ramp, signs and floor cleaner/cleaning supplies.

Darla reported the Airport is \$76,526.21 better than budget for the month of September. There was a brief discussion on the budget amounts for September and the quarter. Darla said the next quarter will not be as high since First Flight is only running about 300-330 per day right now.

Darla told the Board that she and Director Tim Lafleur attended the LAMA (Louisiana Airport Managers and Associates) Conference at the Golden Nugget, and it was a very good conference. Darla said that since the airport has done so well with the improvements that DOTD and FAA funded, people were circling around Tim asking him questions on how he received the funding. Darla was amazed at the futuristic session she attended and told the Board there are some exciting new things that will be coming out of aviation soon like Uber Air. Darla said she learned how the airport could apply for additional funding, which was the reason she went to the conference. The Board briefly discussed the conference with Darla and Tim.

R. K. Levens entertained a motion to approve the Financial Report. Wilmer Dugas made a motion to approve the Financial Report, 2nd by Joe Palermo. No opposition. Motion carried.

VII. Director's Report

Director Tim Lafleur reported that Rhett (Phillips) came by the airport last Thursday and was supposed to be at the meeting today. Tim said Rhett gave him an update on their facility. Rhett explained they are in the process of moving the secondary kitchen and recreation area to Panama City due to the hurricane. Rhett also explained they are working with Tellurian group to prepare for when they start on their project. The buildings that are there now will all be taken out; and they will make it more feasible for the workers by putting in 2-person apartment-style rooms. The workers will also get to keep some of their per diem. Rhett also told Tim that they will also be taking out the guard shack in front of the airport entrance. Tim told the Board that Rhett is really happy about what their future is looking like, which will be great for the airport as well. There was a brief discussion about Tellurian and First Flight's facilities.

R. K. Levens entertained a motion to accept the Director's Report. Wilmer Dugas made a motion to accept the Director's Report, 2nd by Don Chamblee. No opposition. Motion carried.

VIII. Engineer's Report

Chuck Stutes told the Board that the 6-year CIP they approved at the special meeting on October 29th was submitted to DOTD and FAA on November 1st. Chuck said Kris Kelly was working on an application to FAA for the Omnibus money, and it was submitted on October 31st. Chuck explained the FAA was given a billion dollars and has full control over the money to approve the projects they would like to fund. Darla Perry asked which project did the application request funding, and Chuck answered it is for the apron expansion on the south end. Chuck told the Board it is a project that is roughly \$1 million. There was a brief discussion about the Omnibus funding.

Chuck reported there was a pre-construction meeting about a month ago on the fuel farm, and that project is now underway. A Notice to Proceed has been issued. Chuck said they have received some shop drawings and information from the contractor that is being reviewed. Chuck told the Board it will be probably 4 to 5 months before they actually start seeing progress on the project since they have to get the equipment approved and ordered; however, once the equipment is on site, everything will be installed and up and running within a 30-day period.

Chuck reported there was a completion inspection done on the pavement rehab project when Danielle (Gaylord) was here for the LAMA Conference. Chuck told the Board there were several items of concern when they walked the site that the contractor is now addressing. Chuck said they are now waiting on some asphalt testing to make sure the asphalt is acceptable to be able to get a substantial completion.

Chuck stated the T hangar is still in design. Plans and specs should be ready soon.

R. K. Levens entertained a motion to approve the Engineer's Report. Don Chamblee made a motion to approve the Engineer's Report, 2nd by Wilmer Dugas. No opposition. Motion carried.

IX. Old Business

There was no old business to come before the Board.

X. New Business

Dana Keel announced that she closed on her house today, and she will now be a Beauregard Parish resident. Darla Perry told the Board they will need to make a request to appoint someone else to Mrs. Keel's position. There was a brief discussion about the process of the new appointment.

XI. Public Comments

Karen Wade re-introduced herself to the Board and said that Tim has been doing a great job with all of the students. Ms. Wade reported that the Ninety-Nines have doubled in size and told the Board she appreciates them allowing their group to have their meetings at the airport. Ms. Wade stated they have members as far as Opelousas and Jasper, Texas that fly in to attend their meetings, and they would like to give back to the Airport for their support. Ms. Wade said they have embraced this area as their region and would like to help out any way they can. Ms. Wade reported on some of the projects the Ninety Nines are working on and the benefits of the field trips at the airport. Ms. Wade announced that the airport has a national champion airplane on their field. Her plane, the Meyers 200A, is the Sport Air Race League National Champion for Factory 2 retractable gear and the Bronze National Champion for all factory production aircraft. Darla Perry congratulated Ms. Wade on the titles. Darla told Ms. Wade there will be a job fair with the West Cal Chamber of Commerce where she may be interested in renting a booth. Ms. Wade said she was interested and would love to get more information.

XII. Chairman's Update

There was no Chairman's Update given at this time.

XIII. Adjourn

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R. K. Levens entertained a motion to adjourn. Don Chamblee made a motion to adjourn the meeting, 2nd by Wilmer Dugas. No opposition. Motion carried. Meeting adjourned at approximately 5:00 p.m.



Chairman



Acting Secretary